
Motion to Withdraw or Dismiss a Document

STEP 1 Click on the **Bankruptcy or Adversary** hyperlink, whichever is appropriate, from the **Main Menu** then click on **Notices**.



STEP 2 The **Case Number** screen displays.

A screenshot of the 'Case Number' screen. It features a text input field containing the number '03-20826'. Below the input field are two buttons: 'Next' and 'Clear'. A mouse cursor is pointing at the 'Next' button.

- ◆ Enter a **Case Number** and click on the **Next** button.

STEP 3 The **Select the Type of Motion** screen displays.

A screenshot of the 'Select the Type of Motion' screen. It displays a list box with the following options: 'Use Cash Collateral', 'Vacate Discharge', 'Vacate Order', 'Value Property', 'Waive Appearance', 'Withdraw As Attorney', 'Withdraw Reference', and 'Withdraw/Dismiss Document'. A mouse cursor is pointing at the 'Withdraw/Dismiss Document' option. Below the list box are two buttons: 'Next' and 'Clear'.

- ◆ Scroll through the list of options and highlight **Withdraw/Dismiss Document**.
- ◆ Click on the **Next** button.

STEP 4 The **Joint filing with other attorney(s)** screen is displayed. Click on the **Next** button if this is not a joint filing with another attorney.

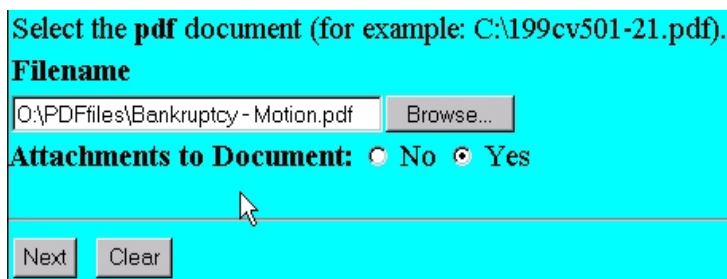


STEP 5 The **Select the Party:** screen displays.



- ◆ Click on the party's name
- ◆ Click on the **Next** button.

STEP 6 The **Select the pdf document** screen displays.



- ◆ Type the path and file name in the blank box, or
- ◆ Click on the **Browse** button to navigate to the appropriate directory and file.
- ◆ Click on the **Next** button.

STEP 7 The **Select one or more attachments:** screen displays.

Select one or more attachments.

1) Enter the pdf document that contains attachment (for example: C:\appendix.pdf).

Filename

D:\PDFFiles\Bankruptcy - Proposed Or... Browse...

2) Select a document type and/or enter a description.

Type	Description
Proposed Order	Granting Motion to Withdraw Docu...

3) Add the filename to the list box below. If you have more attachments, go back to Step 1. When the list of filenames is complete, click on the Next button.

Add to List

Remove from List

- ◆ Use the **Browse** button to navigate to the location of all necessary files.
- ◆ **Type** - click on the down arrow to select the type of attachment, if listed.
- ◆ **Description** - type in any additional description if needed.
- ◆ **Add to List** - click this button to add selected attachment to list. As documents are added to list, they will appear in the filename list box.
- ◆ Click on the **Next** button.

STEP 8 The **Certificate of Service** screen displays.

With Certificate of Service? y or n: y

Next Clear

- ◆ Enter 'y' or 'n' in the text box to indicate if a certificate of service is attached to the notice.
- ◆ Click on the **Next** button

STEP 9 The **Select Category** screen displays.

Select the category to which your event relates.

Type

answer
appeal
claims
cmp
court
crditcrd
misc
motion
notice

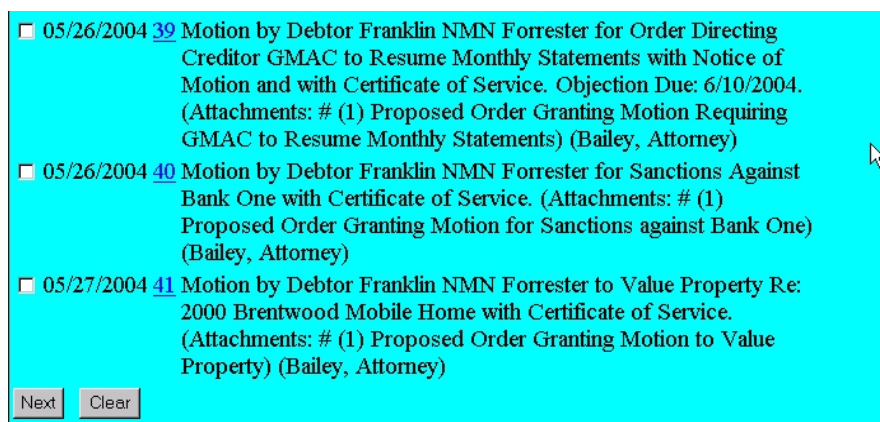
Filed to

Documents to

Next Clear

- ◆ Scroll through the available options to locate the category of choice. Click on the category to highlight. If you do not know the category, left-click on your mouse, drag down list to highlight all categories.
- ◆ Enter a date range if necessary.
- ◆ Enter a range of documents if necessary.
- ◆ Click on the **Next** button.

STEP 10 The **Docket Text** screen showing all related documents pertaining to the category chosen in Step 9 is displayed.



☐ 05/26/2004 [39](#) Motion by Debtor Franklin NMN Forrester for Order Directing Creditor GMAC to Resume Monthly Statements with Notice of Motion and with Certificate of Service. Objection Due: 6/10/2004. (Attachments: # (1) Proposed Order Granting Motion Requiring GMAC to Resume Monthly Statements) (Bailey, Attorney)

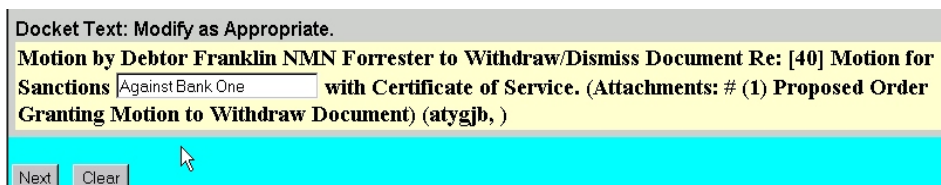
☐ 05/26/2004 [40](#) Motion by Debtor Franklin NMN Forrester for Sanctions Against Bank One with Certificate of Service. (Attachments: # (1) Proposed Order Granting Motion for Sanctions against Bank One) (Bailey, Attorney)

☐ 05/27/2004 [41](#) Motion by Debtor Franklin NMN Forrester to Value Property Re: 2000 Brentwood Mobile Home with Certificate of Service. (Attachments: # (1) Proposed Order Granting Motion to Value Property) (Bailey, Attorney)

Next Clear

- ◆ Click in the box to the left of the document(s) being withdrawn.
- ◆ Click on the **Next** button.

STEP 11 The **Docket Text: Modify as Appropriate** screen displays.



Docket Text: Modify as Appropriate.

Motion by Debtor Franklin NMN Forrester to Withdraw/Dismiss Document Re: [40] Motion for Sanctions Against Bank One with Certificate of Service. (Attachments: # (1) Proposed Order Granting Motion to Withdraw Document) (atyglb,)

Next Clear

- ◆ Add additional text if needed.
- ◆ Click on the **Next** button.

STEP 12 The **Docket Text: Final Text** screen displays.

Docket Text: Final Text

Motion by Debtor Franklin NMN Forrester to Withdraw/Dismiss Document Re: [40] Motion for Sanctions *Against Bank One* with Certificate of Service. (Attachments: # (1) Proposed Order Granting Motion to Withdraw Document) (atygjb,)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.

- ◆ Verify the **Final Docket** text. If correct, click **Next**.
- ◆ If the **Final Docket** text is incorrect, you must click on your Browser's **Back** button to correct your entries.
- ◆ Click on the **Next** button.

STEP 13 The **Notice of Electronic Filing** screen will display showing the essential data for this filing. Scroll down to view the entire receipt.

Notice of Electronic Filing

The following transaction was received from atygjb, entered on 3/9/2005 at 3:14 PM EST and filed on 3/9/2005

Case Name: Franklin NMN Forrester

Case Number: [2:03-bk-20826](#)

Document Number: [55](#)

Docket Text:
Motion by Debtor Franklin NMN Forrester to Withdraw/Dismiss Document Re: [40] Motion for Sanctions *Against Bank One* with Certificate of Service. (Attachments: # (1) Proposed Order Granting Motion to Withdraw Document) (atygjb,)

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:O:\PDFfiles\Bankruptcy - Motion.pdf

Electronic document Stamp:
[STAMP bkecfStamp_ID=1019576470 [Date=3/9/2005] [FileNumber=16740-0] [dd7de4a569f9860d732cac831fa67f4a6e7bef39f28ec57bb938c2a68ca290dcab02f7d8882cd9d5fc59dda7cc67e019d9587040caceb1dec60d6371161a03e]]

Document description:Proposed Order Granting Motion to Withdraw Document
Original filename:O:\PDFfiles\Bankruptcy - Proposed Order.pdf

Electronic document Stamp:
[STAMP bkecfStamp_ID=1019576470 [Date=3/9/2005] [FileNumber=16740-1] [9e5aed719e7dde55aa82048279abcd3b83077d5a49c40c4ad33e4c4ff1a9feecdc77e4306aaa74fbd079ad5ac06cc2043fc756f18d37fea3fbf08b20648a1ae5]]